

## Schedule A: Proposal Submission Form

To Procurement Administrative, Logistics Management Support Services for Aid Program Delivery (PALMSS) / Abt Associates

[Insert name], on behalf of [insert organisation's or consortium's name],

Address: (Insert Organisation/consortium address)

Phone Number: (Insert Organisation/consortium phone number)

Email Address: (Insert Organisation/consortium email)

- (a) Offer to undertake the Scope of Services for End of Program Evaluation for the Australia Awards and Alumni Engagement Program – Philippines as defined in the Request for Proposal (RFP) documentation on the terms described in the RFP and the particulars and price set out in the enclosed proposal submission including the Financial Proposal;
- (b) In consideration of PALMSS / Abt promising to consider our proposal, will keep this offer open for a period of thirty (30) calendar days after the close of proposals;
- (c) State that we have not prepared our submission with the benefit of information obtained from current or former employees of PALMSS or Abt Associates, or DFAT in circumstances that constitute a breach of confidentiality or fidelity on the part of that person; or with the benefit of information otherwise improperly obtained;
- (d) State that we have not prepared our submission with the benefit of any information obtained from any other potential Proponent or competitor for the services outlined in this RFP;
- (e) Understand that Abt Associates has no liability to pay the Proponent, or any other person, and is not liable for any compensation on the basis of any quantum meruit or any other contractual, quasi contractual or restitutionary grounds whatsoever as a consequence of any matter or thing relating to, or incidental to the Proponent's participation in this RFP;
- (f) Confirm that the nominated personnel within this proposal are available for the duration specified in our proposal, which aligns with the requirements of the Terms of Reference;
- (g) Confirm that we are not aware of any present, or potential Conflict of Interest that exists as a result of us submitting this proposal, or entering into an agreement with Abt Associates for the provision of these services;
- (h) Confirm that we have disclosed below (to the best of our knowledge) any matter that may materially affect our performance of the contract, including but not limited to: security, probity or integrity issue, including current or pending investigations or enquiries by any government, law enforcement, or regulatory body; financial capacity and viability to perform the services; and
- (i) Nominate the following person as our representative for executive negotiations:

**Representative's Name:** \_\_\_\_\_

**Position Title:** \_\_\_\_\_

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024

**SIGNED** for and on behalf of  
(Insert Organisation Name)

---

Signature of Authorised Signatory

Name of Authorised Signatory

In the presence of: